

# Historic Preservation Training Center

National Park Service  
Department of the Interior



Annual Report FY2005



*HPTC's Staff celebrate NPS Founders Day, August 25, 2005  
on the front porch of the Gambrill House.*

## Mission

The Historic Preservation Training Center is dedicated to the safe preservation and maintenance of national parks or partner facilities by demonstrating outstanding leadership, delivering quality preservation services, and developing educational events that fulfill the competency requirements of Service employees in the career fields of Historic Preservation Skills and Crafts, Risk Management, Maintenance, and Planning, Design, and Construction.

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[www.nps.gov/training/hptc/hptc.htm](http://www.nps.gov/training/hptc/hptc.htm)



## 2005 Superintendent's Message

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The Historic Preservation Training Center developed an ambitious set of organizational goals at the onset of Fiscal Year 2005. We are pleased to report that a year later the HPTC has surpassed or met all our 2005 goals. The Center's portfolio of completed preservation projects improved the condition of NPS and partner historic structures and protected three National Historic Landmark properties. We offered a comprehensive staff training program that developed and maintained the competencies of our workforce. Our Training Managers developed, delivered, and marketed a broad array of Servicewide career field training events. Last year the HPTC initiated positive steps that improved our financial and managerial accountability. The Center was successful in dramatically reducing the lost time accident rate at our workplace and projects. Finally, this past year we succeeded in completing or made substantial progress on several major capital improvement projects at our Gambrill House headquarters structure and our shop facility at the Jenkins Cannery in downtown Frederick City.

The HPTC initiated \$5,319,591 in historic preservation projects and finished \$4,663,945.93 of the 2005 workload by completing 62 projects. HPTC preservation construction services reimbursements exceed our FY05 target by 16%. Our work at four completed partner projects directly supported the Director's Legacy Initiative objective of developing a seamless network of parks. HPTC partnerships with others in the preservation community have enabled local and state park stewards, professionals, and students to participate in the Center's projects and training workshops. We believe the end result of participant developmental work experience gained at HPTC project sites benefits the Service by the dispersion and sharing of the Center's technical knowledge base. HPTC staff and trainees alike are dedicated and diligent in maintaining a positive learning environment at all our project sites so that participants can acquire their own skills by taking them from others.

A recent outstanding example of one HPTC partnership project was the collaboration between the Center and the National Trust for Historic Preservation for the restoration of the Lincoln Cottage at the President Lincoln and Soldier's Home National Monument in Washington, DC. The HPTC developed treatment protocols for each window type at the Lincoln Home. At the April 2005 celebration of the completion of the Lincoln Cottage restoration Trust President Dick Moe recognized the HPTC window protocols as the key benchmark for preserving the windows at this Landmark site

The fact that the HPTC reached new heights of accomplishment providing preservation services to our partners should not overshadow the Center's continuing success in delivering training that meets targets for closing competency gaps for NPS employees. The HPTC delivered most critical training that benefited employees in several career fields. Our Training Managers also made substantial contributions to the expansion and operation of the E-Gov NPS learning management system, *My Learning Manager*, and the NPS Technology Enhanced Learning program.

The following pages of our 2005 Annual Report presents a selection of the Highlights of our work completed this past fiscal year. We have arranged our Highlights to reflect our Center's results as measured by our 2005 Goals. We also have provided tables listing all of our projects and training events. We hope that you will agree that our diverse project work and unique training programs have resulted in enhancing NPS expertise and capabilities to manage and maintain historic structures in the National Park system.

H. Thomas McGrath Jr. FAIA - FAPT  
Superintendent

# HPTC FY2005 Highlights

*HPTC Results Support Director Fran Maniella's NPS Legacy Goals, The Secretary Of the Interior 4C's Initiative, and the President's Management Agenda.*

**GOAL: Preserve Park Resources: Infrastructure**  
***Improve Condition of Historic Structures***

**OUTCOME:** The HPTC exceeded the \$4,000,000 target of reimbursable preservation project work by \$663,945. The HPTC completed 62 projects in FY05 and initiated and made substantial progress towards finishing 5 additional projects that are scheduled for Final Inspection in FY06. 63 HPTC completed or initiated projects were for NPS parks. These completed NPS projects universally addressed deferred preservation maintenance and taken together as an aggregate can be regarded as a very significant annual effort by the HPTC towards reducing the NPS Maintenance Backlog.

**GOAL: Partnerships: Infrastructure**  
***NHL Properties Protected***

**OUTCOME:** The HPTC FY05 goal was to complete reimbursable preservation project work that resulted in improved condition for three National Historical Landmark structures. The FY05 HPTC reimbursement for NHL work at two Landmark properties totaled \$881,356. The first NHL project was at President's Park in Washington, DC; the second project consisted of masonry preservation completed at the Castillo de San Marcos NHL. Two years ago the HPTC Woodcrafting Team prepared a window treatment protocol that was implemented in FY05 by the National Trust for Historic Preservation for that organization's completed preservation project at the Lincoln Cottage NHL.

**GOAL: Organizational Effectiveness: Human Resources/Learning Opportunities/Infrastructure**  
***Workforce Stewardship***

**OUTCOME:** HPTC employees were recognized and valued in 2005. We continued to managed a fair and creditable performance appraisal and awards program. Supervisors were accountable for performance management of subordinates that resulted in employee ratings that differentiated between various levels of performance. HPTC employees with higher performance levels were recognized with higher cash awards than those they outperformed. In FY2005 the HPTC made 21 awards totaling \$21,484. Non-cash Team Awards and Time-Off awards were also consistently and appropriately utilized last year. Approximately 90% of HPTC staff participated in competency training in 2005. One HPTC employee received a 2005 Albright-Wirth grant.

## ***Workforce Development and Performance***

**OUTCOME:** NPS Training and Development funding for 2005 HPTC programs was approximately level with the previous year. In FY2005 HPTC Training Managers developed 39 training events that were delivered to 347 participants. HPTC training activity reported in *My Learning Manager* resulted in 30,307 Training Hours that supported the career fields of HPS, MNT, RISK; in 2004 HPTC training activity reported in *My Learning Manager* resulted in 13,241 Training Hours.

The HPTC PAST 2007 Class was recruited and thirty mentors and trainees are participating. The 2007 PAST Orientation Training was held on March 7-18, 2005 at Southeast Kentucky Community Technical College in Middlesboro, KY. Clemson University began a Return-on-Investment survey of the ten years of PAST Program operation. Clemson has scheduled the release of the survey results for December 2006.

The HPTC partnership with California State Park's Mott Training Center continued to prosper in 2005. A record thirty-two NPS maintenance workers attended one of the Mott Centers excellent trades training workshops.

## ***Ensure Financial and Managerial Accountability***

**OUTCOME:** This past year HPTC vigorously updated and maintained our real property inventory. In March 2005 HPTC property records were migrated to the NPS Flashpoint system. The HPTC Administrative Team conveyed a Board of Survey to audit HPTC Capitalized Equipment and Sensitive Property. Excess, damaged and obsolete property was properly accounted for, disposed, or destroyed. A HPTC Report of Survey was submitted to the WASO Property office by the established deadline.

FY2005 was the first full fiscal year that the HPTC operated with Administrative Operations Program Coordinator (AOPC) authority.

However, lingering hierarchy problems surfaced early in the fiscal year associated with the transfer of the AOPC authority from the Harpers Ferry Center in 2004. Difficulties with the notification process to the HPTC at the end of each charge card cycle were not resolved by the WASO Credit Card Program Management Office until the end of the fourth quarter of FY05. HPTC management expects that the technical resolution of the notification problem will result in the HPTC finally having the reporting tools to effectively pull accurate data from the Government Credit Card EAGLS program. In the future, direct HPTC access to delinquency data will be a valuable management tool to eliminate HPTC 60-day past due credit card delinquencies. The HPTC had 5 cases of reported 60-day past due delinquencies in FY05.

#### *Workforce Diversity*

**OUTCOME:** The HPTC has recruited, developed, and retained a workforce that is highly skilled and productive. The Center treats staff, partners, and trainees with dignity and respect free from discrimination or harassment. Departmental and Service policies on equal opportunity are uniformly practiced at HPTC projects and training events.

**Employee Safety** (The HPTC Lost Time Incident Rate [LTIR] for FY04 was 8.892; with \$9354 paid as COP hours. The FY04 NPS average LTIR was 4.11. The HPTC goal for FY05 was to reduce the HPTC FY05 LTIR below the NPS FY04 rate and reduce the amount of paid COP hours by 50% from FY04.)

**OUTCOME:** The HPTC LTIR rate as reported by Safety Management Information System (SMIS) was zero for 89,424 labor hours with \$2824. paid for 41 *COP Hours*. SMIS reports the NPS LTIR rate for FY05 as 7.485. Additional new data reported by SMIS in 2005 includes a category: *Medical Paid*. This category was \$7488. for the HPTC in 2005. SMIS sums the *Medical Paid* with the *COP Hours* for a final category called *Total Paid*.. The HPTC FY05 *Total Paid* was \$10,313.

The Center Superintendent appointed a new Collateral Duty Safety Officer in 2005. We reformulated our safety Committee, and made improvements to the new HPTC Safety Program we introduced in 2004. We believe all these actions have played a direct role in the dramatic safety performance improvements measured by SMIS in 2005.

#### *Facility Maintenance*

**OUTCOME:** Looking back over 2005, we feel we have achieved outstanding results by effectively applying funding from the NPS Repair/Rehab, the Regular Cyclic Maintenance Program, and the Recreational Fee Demonstration program to reduce the HPTC deferred maintenance backlog. Visitors, trainees, and staff can now benefit from improved HPTC facilities at the Gambrill House and the Jenkins Cannery, a former abandoned “Brownfield” industrial structure. This past fiscal year the HPTC either completed or placed work under contract that totaled more than \$640,000.

HPTC Day Labor crews completed work in late January 2005 on the Jenkins Office Rehabilitation project. This project provided 1,700 square feet of new office and a central training room/computer laboratory space for HPTC staff. At the same time, a new HVAC system for the Jenkins Shop space and all office space at Jenkins was installed and completed by contract. By the end of February 2005 a LAN computer system was operational throughout the facility. The following month office furniture was delivered and the three new office spaces were occupied by the HPTC Carpentry Team leadership.

Subsurface drainage systems for both Gambrill House and the Jenkins Facility were engineered and installed by HPTC Day Labor. Phase I of the project to replace/repair wood window sash and wooden doors at the Jenkins complex was completed by HPTC crews. By the end of FY2005 substantial progress had been made by the HPTC contractor responsible for paving and other improvement for the 17,500 square foot Jenkins Facility parking lot. The same contractor also constructed a new 1,500 square foot suite of spaces employing “cleanroom” technology. The suite is within the Jenkins Warehouse and was specifically designed to provide a workshop and changing area for lead-based paint removal tasks. Both HPTC FY05 contracted projects were on track for Final Inspection by the end of the first quarter of FY05. Also at Gambrill House, HPTC crews replaced rotted entrance porch railings, restored the rear porch second-story ceiling, and conserved masonry fireplace mantels. The septic system at Gambrill House was upgraded and inspected.

Working together, the HPTC Project Management Team and our Contracting Officer were successful in awarding contracts for additional facility work scheduled for completion in 2006. These projects include: installing a fire detection system at the Jenkins facility; installing a fire suppression system at the Mather Training Center; and at the Gambrill House replacing “in-kind” the 135 year-old standing seam metal roof, preserving all the exterior shutters, and installing a HVAC system for the third floor.

# HPTC FY2005 Projects

Park	Project Title	Actual \$	Final Inspection
<b><i>FY04 Carry Over Projects</i></b>			
Frederick County	Utica Barn Preservation - PHII	\$95,388	2/2/2005
Harpers Ferry NHP	Public Way Retaining Wall - PH I	\$10,385	9/29/2004
Harpers Ferry NHP	Stab. Episcopal Church Ruins-PH 1	\$26,990	9/29/2004
Fort Laramie NHS	Calvary Barracks Window Sash	\$37,387	2/23/2005
Monocacy NB	Best House Wind.&Mothball -PHIII	\$28,674	6/29/2005
Historic Preservation Training	Rehabilitate Gambrill Bathrooms	\$51,000	Contract award-ongoing FY06
Historic Preservation Training	Construct New Lead Paint Facility	\$187,500	9/19/2005
Antietam NB	Burnside Bridge Masonry PHII	\$41,465	9/30/2005
Vicksburg NMP	Replace Cairo Gun Carriages	\$300,789	9/30/2005
Kalaupapa NHP	Preservation Projects-DSC-LIC	\$219,141	Project ongoing FY06
Kalaupapa NHP	Preserve Historic Buildings	\$36,211	Project ongoing FY06
<b><i>FY05 New Projects: 1st Quarter</i></b>			
Petersburg NB	Taylor Kitchen Ruin	\$31,197	11/9/2004
Fort Pulaski	Preserve Sallyport Doors	\$31,832	11/15/2004
Castillo de San Marcos, NM	Craft Assistance-Covered Way	\$38,616	11/19/2004
Chesapeake and Ohio Canal	McMahons Mill Roofing & Stabiliz.	\$144,875	12/9/2004
Historic Preservation Training	Gambrill Landscape/Site Drains	\$27,000	12/30/2004
Historic Preservation Training	Replace Septic System	\$14,078	4/18/2005
Catoctin Mountain Park	Misty Mountain Cabin Roofing	\$92,000	6/22/2005
National Area Capital East	Piscataway -Marshall Hall-PH III	\$75,000	5/12/2005
Historic Preservation Training	Complete Gambrill Site Drains	\$27,000	6/24/2005
Historic Preservation Training	Gambrill House Flooring	\$39,600	7/12/2005
President's Park	WH Masonry, Work Order M18-M21	\$400,000	9/30/2005
Historic Preservation Training	HPTC Misc. Facility Improvements	\$108,000	9/30/2005
Historic Preservation Training	Jenkins Drainage/Install Openings	\$76,000	9/30/2005
Historic Preservation Training	Jenkins Windows/Doors-Phase I	\$61,000	9/16/2005
Historic Preservation Training	Preserve Shutters at Gambrill Hse	\$64,000	Contract award-ongoing 2006
Historic Preservation Training	Preserve Shutters-Phase II	\$32,900	Contract award-ongoing 2006
Historic Preservation Training	Repair Gambrill House Porches	\$31,200	9/16/2005
Historic Preservation Training	Install HVAC Sys.- 3rd. Flr. Gambril	\$70,600	Contract award-ongoing 2006
Historic Preservation Training	Install Fire Detection Sys at Jenkins	\$41,285	Contract award-ongoing 2006
Historic Preservation Training	Preserve Fireplaces at Gambrill	\$45,000	Contract award-ongoing 2006
<b><i>2nd Quarter</i></b>			
Fort Pulaski NM	Craft Assist. Officers Casemate	\$75,556	3/3/2005
Fort Sumter NM	Ft. Moultrie Craft Assistance	\$43,043	2/24/2005
Monocacy NB	Emerg. Stab. Worthington Culvert	\$50,266	4/11/2005
Castillo de San Marcos, NM	Moat Bridge Piers	\$42,740	3/8/2005
Florida State Parks	Indian Key Ruins Stabilization	\$38,468	3/25/2005
Monocacy NB	Preservation of Baker Barn & Silo	\$190,845	5/10/2005
Monocacy NB	Worthington Hse. Basem't Steps	\$7,519	1/6/2005
Monocacy NB	Thomas House HABS docs -PH1	\$15,000	7/25/2005
Monocacy NB	Stab. Best Secondary House	\$143,617	8/10/2005
Keweenaw NHP	Union Bldg. Rehab. -Const. Manag.	\$49,288	11/15/2005
President's Park	WH Woodcrafting - WO#11-14	\$400,000	9/30/2005
<b><i>3rd Quarter</i></b>			
National Mall & Memorial	Repair Columbus Fountain	\$24,203	6/9/2005
BLRI	Rocky Knob Cond. Assessment	\$7,891	5/27/2005
Historic Preservation Training	Install New Metal Roof at Gambrill	\$135,000	Contract ongoing FY06

Kalaupapa NHP	AJA Hall & Outbuildings	\$223,600	9/30/2005
Harpers Ferry NHP	Bldg. #43 Exterior Stucco	\$39,921	8/24/2005
Historic Preservation Training	Pave Jenkins Parking Area	contract	Contract ongoing in FY06
Harpers Ferry NHP	Ext. Preserv. Of Bldg. #43	\$159,616	8/24/2005
Harpers Ferry NHP	Public Way Retaining Wall - PH II	\$60,850	9/30/2005
Johnstown Flood NM	Stabilize Clubhouse & Cottage	\$109,400	Project ongoing FY06
Monocacy NB	Rehab Thomas Barn-Design	\$27,160	9/30/2005
Howard County	McKenzie Barn - Phase II	\$30,804	Project ongoing FY06
Fort Larned NHS	Old Commissary Masonry Repairs	\$156,582	Project ongoing FY06
<b>4th Quarter</b>			
Yellowstone NP	Workshop	\$8,853	7/8/2005
Voyageurs NP	Craft Assistance-Ellsworth Garden	\$4,232	7/29/2005
Harpers Ferry NHP	Stabilize Episcopal Church Ruins II	\$106,657	8/22/2005
Harpers Ferry NHP	Repair Curtis FW Church Roof	\$230,533	10/4/2005
Lake Tahoe	Meeks Bay Resort Pack Station	\$105,718	9/28/2005
Antietam NB	Roulette Springhouse Assessment	\$9,400	9/15/2005
Petersburg NB	Taylor Kitchen Ruin-Change Order	\$5,606	5/5/2005
Kalaupapa NHP	Preserve Bishop Home	\$216,848	Project ongoing FY06
Antietam NB	Roulette Farm Springhouse	\$28,000	9/30/2005
Stephen Mather Training	Install Fire Supression System	\$260,000	Contract award-ongoing FY06
Bureau Land Management	Fort Meade Powder Magazine	\$43,110	9/29/2005
	<b>Total FY05 New Starts</b>	<b>\$5,536,439</b>	

*National Historic Landmarks  
(43% of completed project work in  
2005)*



# HPTC FY2005 Training Report

Title of Events						
Date(s)		Career Field	Location	# Trainees	# Hours	Total Training Hours
Servicewide and Internal Events						
Historic Preservation Skills						
10/22-24/04	International Preservation Trades Workshop	HPS	Mobile, AL	11	24	264
10/13-27/04	Crossover Assignment in Historic Preservation	HPS	HPTC	1	40	40
11/8-12/04	Stone Masonry Workshop	HPS	Santa Fe, NM	2	40	80
11/19-20/04	Structural Evaluation and Repair: Timber Frame	HPS	Windsor, VT	4	16	64
11/19-21/04	Historic Preservation and Architecture Education	HPS	Washington, DC	2	24	48
12/6-16/04	Crossover Assignment in Historic Preservation	HPS	HPTC	1	80	80
12/07/04	Gilding Lecture and Demonstration	HPS	Washington, DC	2	4	8
03/07-18/05	Preservation and Skills Training Program Orientation	HPS	Middlesboro, KY	30	80	2,400
04/27-30/05	Traditional Building Conference	HPS	Philadelphia, PA	2	32	64
07/5-7/05	Pres. Awareness and Development of Preservation Plans	HPS	YELL	19	24	456
08/22-09/28/05	Crossover Assignment in Historic Preservation	HPS	Lake Tahoe, CA	1	240	240
Ongoing	PAST Mentor Site Visits	HPS	various	5	40	200
Ongoing	Three Year Program in Historic Preservation	HPS	various	7	960	6,720
Various	Training Attended by Individuals	HPS	various	15	850	12,750
Subtotal						23,414
Risk Management						
11/08-10/04	Fall Protection User Advanced	RSK	HPTC	13	24	312
12/6-9/04	Lead Abatement Supervisor	RSK	Baltimore, MD	3	32	96
04/13/05	Powered Industrial Trucks-Forklift Certification	RSK	HPTC	8	8	64
04/14/05	Powered Industrial Trucks-Forklift Certification	RSK	HPTC	12	8	96
05/26/05	Powered Industrial Trucks-Forklift Certification	RSK	HPTC	12	8	96
06/20-21/05	Lead Paint Abatement Worker	RSK	Baltimore, MD	4	16	64
06/22/05	Stationary Scaffolds video and test	RSK	HPTC	4	1	4
Subtotal						732
Maintenance						

10/18-22/2004	Historic Structures Maintenance	MNT	Mott Training Center	4	40	160
11/15-19/04	Intermediate Carpentry Skills	MNT	Mott Training Center	2	40	80
11/18/04	Keeping the Wolves from Your Door: Doing a Great FM Job, Measuring it and Telling the Right People	MNT	Local (IFMA Audio Graphic)	20	1.5	30
12/13-17/04	Advanced Carpentry Skills	MNT	Mott Training Center	3	40	120
1/17-21/05	Intermediate Plumbing Skills	MNT	Mott Training Center	2	40	80
2/7-11/05	Advanced Electrical Skills	MNT	Mott Training Center	2	40	80
2/28-3/4/05	Landscape Maintenance	MNT	Mott Training Center	3	40	120
3/14-18/05	Basic Construction Trades	MNT	Middlesboro, KY	23	40	920
3/13-18/05	Intermediate Electrical Skills	MNT	Mott Training Center	2	40	80
3/28-4/1/05	Basic Carpentry Skills	MNT	Mott Training Center	2	40	80
04/13/05	Mold In The Building Environment	MNT	Local	17	3	51
4/11-15/05	Basic Plumbing Skills	MNT	Mott Training Center	2	40	80
4/24-29/05	Advanced Plumbing	MNT	Mott Training Center	1	40	40
5/15-20/05	Basic Construction Trades	MNT	Middlesboro, KY	19	40	760
5/9-13/05	Advanced Trails Program Maintenance and Management	MNT	Mott Training Center	9	40	360
6/6-10/05	Equipment Operator Safety	MNT	Middlesboro, KY	25	40	1,000
7/11-15/05	Equipment Operator Safety	MNT	Middlesboro, KY	27	40	1,080
8/29-9/1/05	Equipment Operator Safety	MNT	San Francisco, CA	26	40	1,040
<b>Subtotal</b>						<b>6,161</b>
<b>TOTAL</b>						<b>30,307</b>



# Financial Statement for FY2005

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Total Project Revenue .....	<u><u>\$4,663,945.93</u></u>
<u>Operating Expenses:</u>	
Personnel Compensation & Benefits .....	\$289,243.70
Annual & Sick Leave Compensation .....	
Training .....	\$133,700.00
Travel & Transportation of Persons .....	
Travel & Transportation of Things .....	\$58,442.79
Rent, Communication, Utilities .....	
Printing & Reproduction .....	
Other Services .....	
Supplies & Materials .....	\$1,003,767.60
Equipment .....	
HFC Administrative Support .....	
Total Operating Expenses .....	\$1,485,154.09
Overhead Derived from Project Revenue .....	<u><u>\$1,485.154.09</u></u>